

MPA MANAGEMENT CAPACITY TRAINING PROGRAM
AGENDA – DAY 6: MPA MANAGEMENT PLANNING
December 2005, Nha Trang, Vietnam

Day 6 Management Planning	ACTIVITIES and OBJECTIVES	Materials
8:00 -8:30	1. Review Day 5 <u>Objectives:</u> Review site-level logic model development <u>Activities:</u> 1) Presentation: Review of important topics from Day 5 Total: .5 hour	
8:30 –9:30	2. Introduction to Program Evaluation <u>Objectives:</u> Understand the connection between goals of the logic model with measurable performance indicators <u>Activities:</u> <ul style="list-style-type: none"> • <u>Exercise 1:</u> How are you evaluating your progress? 1) Presentation: Introduction and Evaluation Continuum <ul style="list-style-type: none"> • <u>Discussion:</u> Current Evaluation Processes 2) Presentation: Importance of monitoring at all levels of the logic model 3) Presentation: “Smart” Objectives Total: 1 hour	
10:00-10:15	BREAK	
10:15-11:30	3. Introduction to Program Evaluation (cont.) <u>Activities:</u> <ul style="list-style-type: none"> • <u>Exercise 1:</u> Participants will use their site-level outcomes and write smart goals and objectives for them. This will be used in the next section. 1) Presentation: Indicators Total: 1.25 hours	
11:30 – 12:00	4. Case Study: Cu Lao Cham MPA	
12:00-2:00	LUNCH	
2:00-4:00 (informal break during group work)	5. The Evaluation Process <u>Objectives:</u> Practice management effectiveness evaluation <u>Activities:</u> 1) Presentation: Management Effectiveness Initiative; Guidebook. <ul style="list-style-type: none"> • <u>Exercise 1:</u> List Site Goals 6. Developing an Evaluation Plan	Handout: --Program Evaluation Worksheet

	<u>Activities:</u> <ul style="list-style-type: none"> • <u>Exercise 1:</u> Identifying and evaluating potential indicators • <u>Discussion:</u> Indicators • <u>Exercise 2:</u> Planning your evaluation <p><i>Total: 2 hours</i></p>	
4:00-4:30	<p>6. Linking Performance Measures and Logic models to site plans</p> <p><u>Objectives:</u> Understand how the pieces discussed thus far in the workshop fit into site management plans</p> <p><u>Activities:</u></p> <ol style="list-style-type: none"> 1) <u>Presentation:</u> Review 10 step process 2) <u>Discussion:</u> Plans developed previously <p><i>Total: .5 hours</i></p>	
4:30- 5:30	<p>7. Next Steps</p> <p><u>Objectives:</u> Review the products; outline the next steps.</p> <p><u>Activities:</u></p> <ul style="list-style-type: none"> • <u>Exercise:</u> Briefly review the major topics & products developed 1) Individual meeting with team leaders to discuss next steps <p><i>Total 1.5 hours</i></p>	
5:30	ADJOURN MEETING	
7:00-8:00	One hour debrief for MPA leadership Team	